



*Building and Code Compliance Department  
201 Westward Drive  
Miami Springs, FL 33166-5289  
Phone: (305) 805-5030  
Fax: (305) 805-5036*

## **FENCE REQUIREMENTS**

1. ☐ Permit application, signed & notarized by the owner and contractor
2. ☐ If permit is by homeowner, submit:
  - a) INSTRUCTIONS OWNER - BUILDER
3. ☐ If permit is by contractor, submit:
  - a) WORKMAN'S COMP.
  - b) COPY OF CONTRACT
4. ☐ Two (2) copies of survey, less than one year old.  
Or a copy of an expired survey with a staff member affidavit.  
(Fence to be drawn on survey)
5. ☐ Attached Public Services review form (to be done by Admin. Specialist)  
☐ Niche Requirement (4' X 10')
6. ☐ Signed applicable construction spec sheet
  - ☐ Wood Fence
  - ☐ Chain Link Fence
  - ☐ Masonry Fence
  - ☐ PVC Fence
7. ☐ Call SUNSHINE ONE (1-800-432-4770)
8. ☐ Submit ticket from Sunshine One indicating all clearances 7 to 9 available (see table attached from SUNSHINE ONE before final inspection is approved by the Building Department. **NO PERMIT WILL BE ISSUED UNTIL TICKET RECEIVED.** [WWW.CALLSUNSHINE.COM](http://WWW.CALLSUNSHINE.COM))